

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLEGNARRY  
BY-LAW NO. 60-15  
FOR THE YEAR 2015**

**BEING A BY-LAW TO ESTABLISH AND REGULATE A FIRE DEPARTMENT  
FOR THE TOWNSHIP OF SOUTH GLENGARRY.**

**WHEREAS** the *Municipal Act*, S.O. 2001, c. 25, Section 11 (2) gives the municipality authority to pass by-laws respecting health, safety and well-being of persons.

**AND WHEREAS** the *Fire Protection and Prevention Act*, Section 5. (0.01) gives the Council of a municipality authority to establish, maintain and operate a fire department of the entire municipality.

**AND WHEREAS** it is deemed expedient to establish, maintain and operate a fire department for the protection and of the residents of the Township of South Glengarry;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:**

**INTERPRETATION**

1.0 In this By-law, unless the context otherwise requires shall mean:

- 1.1 **APPROVED** means approved by Council,
- 1.2 **CHIEF ADMINISTRATIVE OFFICER** means the person appointed by Council to act as Chief Administrative Officer for the Township of South Glengarry,
- 1.3 **COUNCIL** means the Council for the Corporation of the Township of South Glengarry,
- 1.4 **FIRE CHIEF** means the person appointed by Council to act as Fire Chief for the Township of South Glengarry and who is ultimately responsible to Council as defined in The Fire Protection and Prevention Act,
- 1.5 **FIRE DEPARTMENT** means the South Glengarry Fire Service,
- 1.6 **FIRE PROTECTION SERVICES** includes fire suppression, fire prevention, fire safety education, communication, training of persons involved in the provision of fire protection services, rescue and emergency services and the delivery of all those services including;

**Suppression:**

- a) First Response with Defibrillators
- b) Auto Extrication
- c) Land Base and Ice Water Rescue
- d) Hazardous Material Awareness Level

**Prevention:**

- a) Home to Home visits
- b) Inspections
- c) Code Enforcement
- d) Litigation

- 1.8 **"OFFICER"** means the Fire Chief, Deputy Chief, Assistant Deputy Chief, Captain, Senior Fire Prevention Officer and Senior Training Officer,
- 1.9 **"TOWNSHIP"** means the Corporation of the Township of South Glengarry,
- 1.9.1 **"VOLUNTEER FIREFIGHTER"** means a person who provides fire protection services either voluntarily or for a nominal consideration, honorarium, training or activity allowance and include a Firefighter, Deputy-Chief, Assistant Deputy Chief, Captain, Senior Fire Prevention Officer and a Senior Training Officer but does not include the Fire Chief.
2. In this By-law,
- a) Reference to items in the plural include the singular, **as** applicable,
  - b) The words include, including or includes are not be read as limiting the phrases or descriptions that precede or follow them; and
  - c) Heading are inserted for ease of reference only and are not be used as interpretation aids.
3. Specific references to statues and regulations in this By-law are meant to refer to the current statutes and regulations applicable within the Province of Ontario as at the time this By-law was enacted, as they are amended and revised from time to time.

#### **4.0 FIRE DEPARTMENT**

- 4.1 A Fire Department for the Township of South Glengarry to be known as the South Glengarry Fire Service is hereby established and the Head of the Fire Department shall be known as the Fire Chief.

#### **5.0 APPROVED ORGANIZATIONAL CHART**

- 5.1 The Fire Department shall be structured in conformance with the approved Organizational Chart as attached as **SCHEDULE "A"**.
- 5.2 Remuneration of Volunteer Firefighters shall be as set out in **SCHEDULE "B"** and any adjustments to such remuneration shall be as determined by Council.
- 5.3 Each organizational division of the South Glengarry Fire Services is the responsibility of the Fire Chief and under the direction of the Fire Chief or a Deputy Chief designated by the Fire Chief.
- 5.4 A designated Deputy Chief shall report to the Fire Chief on divisions and activities under his/her supervision and shall carry out all order of the Fire Chief.

#### **6.0 FIRE CHIEF**

- 6.1 The Fire Chief reports directly to the Chief Administrative Officer for proper administration and operation of the South Glengarry Fire Service.
- 6.2 The Fire Chief shall implement all approved policies and shall develop such standard operating procedures and guidelines, general orders and departmental rules as necessary to implement the approved policies and to ensure the effective and appropriate operation of the South Glengarry Fire Service.

- 6.3 The Fire Chief shall review periodically all policies, general orders, rules and operating procedures that pertain to the South Glengarry Fire Services.
- 6.4 The Fire Chief shall submit to the General Manager of Corporate Services and Council for approval, the annual budget estimates for the Township of South Glengarry Fire Service an annual report and any other specific reports requested by the Chief Administrative Officer.
- 6.5 The Fire Chief shall take all reasonable measures for the prevention, control and extinguishment of fires and the protection of life and property and shall exercise all powers mandated by the Fire Protection and Prevention Act, 1997 and the Fire Chief shall be empowered to authorize:
  - a) Pulling down or demolishing any building or structure to prevent the spread of fire,
  - b) All necessary actions which may include boarding up or barricading of buildings or property to guard against fire or other danger, risk or accident when unable to contact the property owners; and
  - c) Recovery of expenses incurred by such necessary actions for the Township in the manner provided through the Municipal Act, 2001 and the Fire Protection and Prevention Act, 1997.

## **7.0 VOLUNTEER FIREFIGHTERS**

- 7.1 The Fire Chief may appoint any person who, in the opinion of the Fire Chief, is qualified as a Volunteer Firefighter.
- 7.2 A person appointed as a Volunteer Firefighter shall be on probation for a period of 12 months, during which period such person shall all training and examinations as may be required by the Fire Chief.
- 7.3 A probationary Volunteer Firefighter may be dismissed by the Fire Chief at any time during the probationary period or upon its completion if the Fire Chief determines that such person is not suitable for the position.
- 7.4 Where the Fire Chief designates a Firefighter to act in the place of an Officer, such Firefighter, when so acting, has all of the powers and shall perform all of the duties of the Officer replaced.
- 7.5 The Fire Chief may promote, demote, reprimand, suspend or dismiss any Volunteer Firefighter.
- 7.6 Prior to the dismissal of a Volunteer Firefighter for cause or otherwise, the Fire Chief shall immediately report, in writing the intended dismissal to the Chief Administrative Officer and shall secure the approval of the Chief Administrative Officer to the dismissal of such Volunteer Firefighter.

## **8.0 RESPONSE TO CALLS**

- 8.1 The South Glengarry Fire Service shall not respond to a call with respect to a fire or emergency outside the limits of the Township, except with respect to a fire or emergency:
  - a) That, in the opinion of the Fire Chief or designate, threatens property in the Township or property situated outside the Township that is owned or occupied by the Township;

- b) In a municipality with which an approved agreement has been entered into to provide fire protection services which may include automatic aid;
- c) On property with which an approved agreement has been entered into with any person to provide fire protection services;
- d) At the discretion of the Fire Chief, to a municipality authorized to participate in any county, regional or provincial mutual aid plan established by a Fire Co-ordinator appointed by the Fire Marshal or any other similar reciprocal plan or program; and
- e) On property beyond the municipal boundary where the Fire Chief or designate determines immediate action is necessary to preserve life or property and the appropriate Department is notified to respond and assume command or establish alternative measures, acceptable to the Fire Chief or designate.

9.0 The South Glengarry Fire Service may not respond to a call, or may not be able to provide full or any assistance in respect of a call, to a fire or other emergency within the limits of the Township in certain circumstances, including the following:

- a) Where, for any reason, there is no reasonable vehicular access for firefighters and their firefighting apparatus or other equipment to the property on which South Glengarry Fire Service assistance is sought;
- b) Where a path without obstructed access to, or around, any structures on the property on which South Glengarry Fire Service assistance is sought is not maintained; and
- c) When the address to the property on which South Glengarry Fire Service assistance is sought is not clearly visible to passing traffic or posted at all.

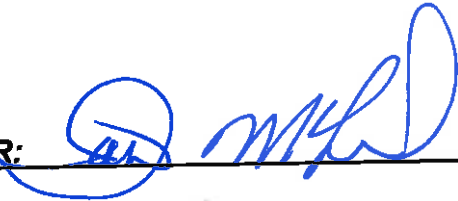

**10.0 COST RECOVERY**

10.1 The General Manager, Corporate Service of the Township shall have the authority to charge a fee to the owner of any property or vehicle to which services were provided or done by the South Glengarry Fire Service, in any manner provided for in the Municipal Act, 2001 and the Fire Protection and Prevention Act, 1997 or any other applicable law, regardless of whether such service was requested by the owner or not. The owner shall also be liable to pay to the Township any costs incurred in collecting the fee and such costs shall also constitute a fee payable to the Township by the owner. When any fee remains unpaid, the General Manager, Corporate Services shall have the authority to add such fee to the tax roll for any real property within the territorial limits of the Township owned, in whole or in part by the owner and may be collected in a like manner as municipal taxes. Where there is more than one owner, liability for payment shall be joint and severed.

**11.0 REPEAL BY-LAWS as follows:**

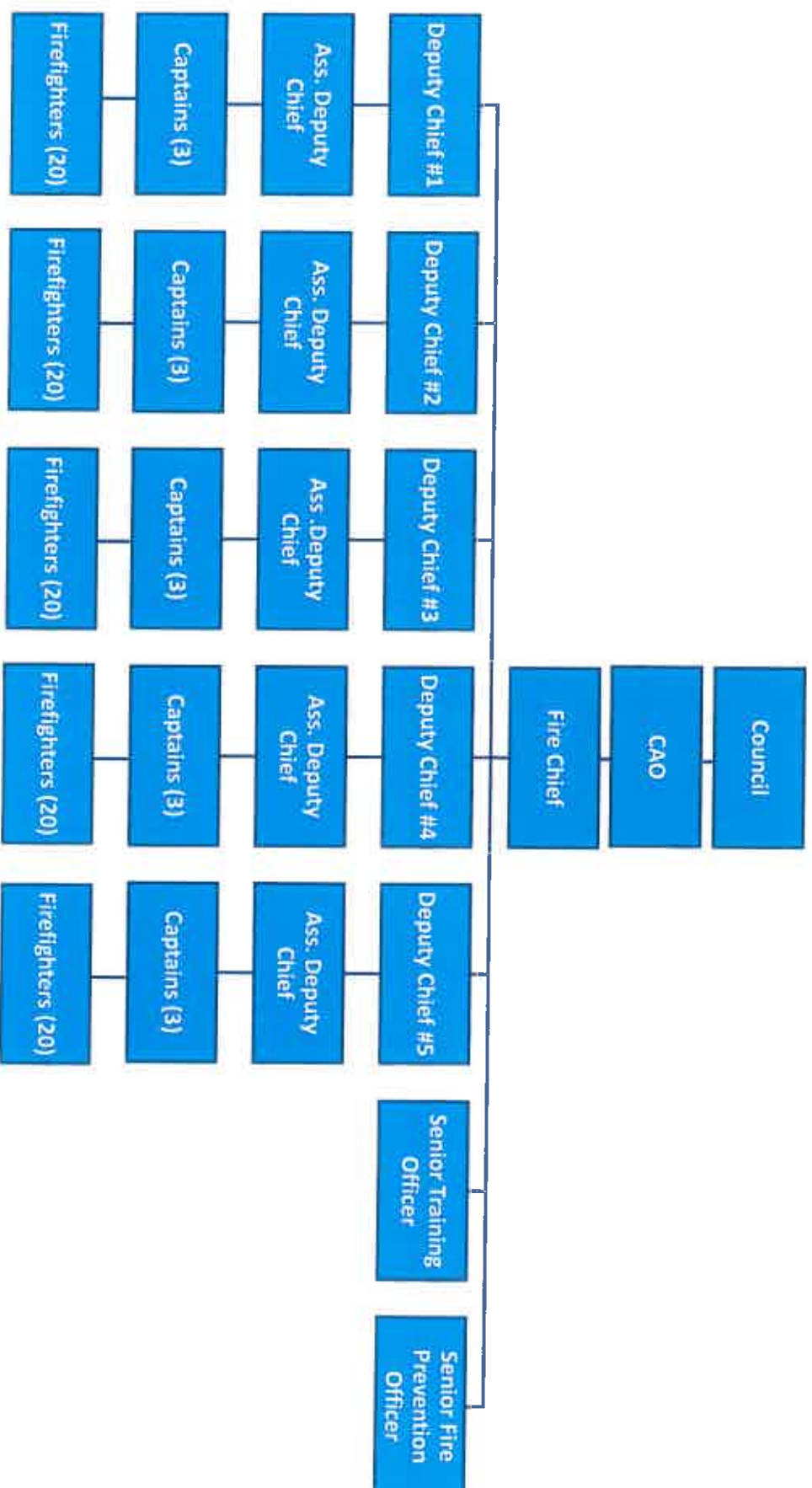
By-law 34-98	By-law 22-05
By-law 37-98	By-law 46-06
By-law 10-00	By-law 23-07
By-law 06-04	By-law 44-11
By-law 09-05	

**READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED  
IN OPEN COUNCIL THIS 23<sup>rd</sup> DAY OF NOVEMBER 2015.**

**MAYOR:**  **CLERK:** 

SCHEDULE "A"

# 2015 SGFS Organizational Chart



## SCHEDULE "B" to By-law

### 2015 - 16 VOLUNTEER FIREFIGHTER REMUNERATION

#### Volunteer Firefighter Remuneration

##### Event Remuneration

	<u>PAY SCALE</u>
Fire Calls hours	\$16.11 / hour - min. of 2
Regular Meetings/ Training	\$16.11 / hour
Volunteer Firefighter Paid Activity	\$16.11 / hour

##### Remuneration in Addition to Event Remuneration

Deputy Chief	\$1,852.45 per annum
Assistant Deputy Chief	\$1,236.98 per annum
Senior Fire Prevention Officer	\$1,075.64 - per annum
Senior Training Officer	\$1,075.64 - per annum
Captain	\$620.50 - per annum

Note: Remuneration as of January 1, 2015  
Event Remuneration as of September 1, 2015